

SUPERVISING ENVIRONMENTAL PLANNER

Recruitment #104899-00104719-2MI10D

Departmental, Promotional Examination

Spot Location - Sacramento

State of California
Military Department
9800 Goethe Road
P. O. Box 269101
Sacramento, CA 95826-9101
(916) 854-3679

AN AFFIRMATIVE ACTION EMPLOYER – EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

WHO MAY APPLY

Applicants must have a permanent civil service appointment with the State Military Department as of the final filing date OR (1) a current or former legislative employee meeting the criteria defined in Government Code (GC) Section 18990, (2) an exempt employee meeting the criteria in GC Section 18992, as of the date they file their application, (3) persons who worked for the State Military Department within the last three years (SPB Rules 234, 235 and 235.5), (4) a person retired from the United States military, honorably discharged from active duty as defined in Governmental Code 18991. Once you have taken the examination, you may not reapply for twelve (12) months.

HOW TO APPLY

State applications (678) must be mail to:
MILITARY DEPARTMENT
STATE PERSONNEL PROGRAMS, BOX 27
9800 GOETHE ROAD
P. O. BOX 269101
SACRAMENTO, CA 95826-9101

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.

APPLICATION DEADLINE

Application must be submitted by **March 3, 2010** the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after the final filing date will not be accepted for any reason.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the application. You will be contracted to make specific arrangements.

SALARY RANGE

\$6779 - \$7474

QUALIFICATIONS APPRAISAL PANEL INTERVIEW

No written test is required. The entire examination will consist of a Qualifications Appraisal Panel Interview. This exam will be held in March 2010.

REQUIRED IDENTIFICATION

NOTE: Accepted applicants are required to bring either photo identification card or two forms of signed identification to the examination.

SUPERVISING ENVIRONMENTAL PLANNER
SCHEMATIC AND CLASS CODE: JX10 / 4719
EXAM CODE: 2MI10D

BULLETIN RELEASE DATE: February 17, 2010
FINAL FILING DATE: March 3, 2010

**ELIGIBLE LIST
INFORMATION**

A departmental promotional list will be established for the Military Department. This list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

**EXAMINATION
INFORMATION**

This examination will consist of a Qualifications Appraisal Panel Interview (Weight 100%). In order to obtain a position on the eligible list a minimum rating of 70.00% must be obtained in the interview.

**COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW
WILL BE DISQUALIFIED.**

**REQUIREMENTS FOR
ADMITTANCE TO THE
EXAMINATION**

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

NOTE All applicants must meet the education and/or experience requirements for this examination by the final filing date.

**MINIMUM
QUALIFICATIONS**

EITHER

One year of experience in the California state service performing the more difficult and complex work on special environmental projects or research studies as an in-house consultant; or managing an interdisciplinary team preparing environmental studies and preparing environmental documents in a class at a level equivalent to that of Senior Environmental Planner.

OR II

Experience: Five years of experience in conducting comprehensive environmental studies of statewide significance and preparing environmental documents, at least one year of which must have been equivalent in level to work performed by a Senior Environmental Planner in the California state service. And

Education: Equivalent to graduation from college. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

**SPECIAL PERSONAL
CHARACTERISTICS**

Willingness to work in a Military Environment

POSITION DESCRIPTION

This is the program manager level. Under general direction, represents the department in environmental planning matters of statewide significance and is responsible for supervising the planning and executing of major environmental impact studies.

SCOPE

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the evaluation will be on measuring competitively, relative to job demands, each competitor's:

SCOPE (CON'T)

KNOWLEDGE AND ABILITIES

ENVIRONMENTAL PLANNER

Knowledge of: General ecology or general principles behind planning for the Conservation and preservation of natural resources; general principles and Techniques of research and statistical analysis; communication skills for Data gathering; techniques and methods of evaluation of environmental impacts; various types of public facilities and how they service the community; State and Federal laws and regulations relating to the environment; State, local and regional governmental organizations as they relate to environmental planning, specific knowledge of either the social sciences, natural sciences or environmental design arts; trends in environmental, urban and regional planning.

Ability to: Analyze environmental situations accurately; gather and analyze data; prepare written reports; work effectively with others as an interdisciplinary team member; conduct interviews for data gathering; apply general techniques of insuring participation in the planning process.

ASSOCIATE ENVIRONMENTAL PLANNER

Knowledge of: All of the above, and trends in Federal, State and local environmental assessment and mitigation reports, impact statements, and/or negative declarations; principles of effective supervision.

Ability to: Perform all of the above, and coordinate environmental planning, research, and analysis of proposed projects; make an assessment of an existing environmental; write environmental documents; plan and carry out complex studies; direct the work of others engaged in planning studies; participate in public presentations; solicit outside expertise on a short-term basis on specific environmental studies or phase of studies.

SENIOR ENVIRONMENTAL PLANNER

Knowledge of: All of the above, and principles and techniques of supervision and personnel management; differences of impacts of multimodal forms of transportation on the environment; methods of administering environmental projects and programs; department's Affirmative Action Program objectives; a manager's role in the Affirmative Action Program and the processes available to meet affirmative action objectives.

Ability to: Perform all of the above and coordinate environmental investigations of proposed projects; review and evaluate local plans in relation to statewide environmental interests; incorporate the input of interested groups and agencies into the environmental planning and analysis process; supervise others in their work; solicit necessary expertise to complete environmental studies or meet project goals; effectively contribute to the department's affirmative action objectives.

SUPERVISING ENVIRONMENTAL PLANNER

Knowledge of: All of the above, and methods of planning, organizing, directing and controlling major statewide differences in, and uses of, multimodal forms of transportation considering various environmental factors.

Ability to: Perform all of the above, and supervise and direct the activities of others; participate as a witness in local hearings.

VETERANS PREFERENCE

Veterans' Preference credits will not be granted in the examination as it does Not meet the requirements to qualify for Veterans' Preference credit.

CAREER CREDITS

Career Credits will not be added to the final score of this examination.

ADDITIONAL DESIRABLE QUALIFICATIONS

ASSOCIATE ENVIRONMENTAL PLANNER (ARCHEOLOGY)
ASSOCIATE ENVIRONMENTAL PLANNER (ARCHITECTURAL HISTORY)
ASSOCIATE ENVIRONMENTAL PLANNER (NATURAL SCIENCES)
ASSOCIATE ENVIRONMENTAL PLANNER (SOCIOECONOMIC)
College level courses related to environmental planning.

QUESTIONS

If you have any questions concerning this announcement, please contact the Examination Unit at the Military Department, 9800 Goethe Road, BOX 27, Sacramento, Ca 95827-2679, (916) 854-3138, California Relay (telephone) Service for the Deaf or Hearing impaired from TDD phones (800) 735-2929 and from voice phones (800) 735-2922.

DISCLAIMER

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

GENERAL INFORMATION

If a candidate's notice of oral interview or performance test fails to reach him/her 3 days prior to their scheduled appointment due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at www.jobs.ca.gov, State Personnel Board offices, local offices of the Employment Development Department and the testing department on this job bulletin.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Military Department reserves the right to revise the examinations plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with the civil service law and rules and all competitors will be notified.

Examination Locations: when a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant as determined by the departmental testing office. Ordinarily, interviews are scheduled in Sacramento, San Francisco and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and/or contact the testing department.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

If Promotional Examinations only: Competition is limited to employees who have a permanent civil service appointment and military veterans that meet all the minimum qualifications. Under certain circumstances, other employees may be allowed to complete under provisions of Rules 234, 235, and 235.2. State Personnel board Rules 233, 234, 235, 235.5, and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices, at the State personnel Board office or www.jobs.ca.gov.

If High School Equivalence is Required: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with TDD Device.